



KEEP GEORGIA BEAUTIFUL 2017 STATE AWARD

Keep Georgia Beautiful Awards Program

The Awards Program honors those whose ongoing efforts in community greening, waste reduction, and/or litter prevention exemplify leadership in protecting Georgia's environment. The Awards Program is based on the belief that positive reinforcement of hardworking and deserving individuals advances KGBF's mission and is a key way to create sustainable communities in Georgia.

Eligible Groups

- Non-Profit, Civic, and Community Organizations
- Youth Groups/Schools
- Government Agencies
- Businesses/Professional Organizations

Categories

To be eligible a nominee must be involved in an initiative or program within the last year that has a direct impact in one of the following categories

Community Beautification

Recognizes efforts of any group to improve, beautify, and preserve the quality of life in their community.

Litter Prevention

Recognizes efforts of any group to change littering attitudes and behaviors in your community.

Waste Reduction and Recycling

Recognizes efforts to minimize the impact of waste, promote recycling, and/or methods of responsible waste handling in your community.

Overall Community Improvement

The combination of 2 or more of the above categories

HOW TO NOMINATE - ONLY THOSE ENTRIES IN COMPLIANCE WITH THESE GUIDELINES WILL BE JUDGED:

1. [Complete Award Information Sheet online](#)
2. Using the application guidelines (**based on Eligible Group- new summary content for 2017**) compose an executive summary outlining your nominee's accomplishments and compile 1-3 examples of supplemental material to support the executive summary. (See pages 2-3 for more detail.)
3. Combine your executive summary with your supplemental materials into a single document and save as a PDF. Please note: only one document per award entry should be submitted. Multiple documents will not be permitted. For an example on how to convert a document into PDF format please click [here](#).
4. Submit your PDF application by **11:59 PM EST on Tuesday, October 10, 2017** by email to: kgbfawards@gmail.com.

You will receive a confirmation email when your application is received.

Judging Criteria, Notification & Presentation

An independent panel of judges from the public, private, and government sectors will judge the entries. **All winners will be notified on October 31, 2017.** Award winners may not be selected in every category. First place awards will be presented at the Keep Georgia Beautiful Annual Awards Luncheon on November 30, at the Marriott Century Center Hotel in Atlanta.

Questions:

Please contact the Keep Georgia Beautiful Foundation at (404) 679-1580. Email: kgbfawards@gmail.com

All Entries Must Be Submitted by Tuesday, October 10, 2017.



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Guidelines: Application Format (Executive Summary & Supplemental Material)

1. Microsoft Word Document, converted to a PDF
2. Summaries must be typed and the answers should highlight each summary section heading included on the first page before answering questions in that section, e.g., *1. Background.*
3. Include the nominee's name, what eligible group they fall under, and the Award Category (Community Beautification, Litter Prevention, Waste Reduction and Recycling, or Overall Community Improvement) the main header of each page.
4. Do not exceed 4 pages and be sure to number each page; use 1-inch margins on all sides.
5. Use a minimum of 11-point font and double-space your summary.
6. Please do not use clip art or colored ink in your executive summary.
7. Include up to 3 pieces of supplemental material to support the summary (photos and/or press clips)
8. Save summary and materials as a single PDF file, titled "Name of Nominee-Award Category". Ex: Trash to Treasures LLC-Waste Reduction.pdf
9. Submit your application as a PDF to kgbfawards@gmail.com.

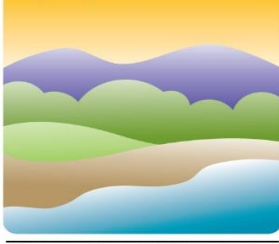
Guidelines: Executive Summary Content for Youth Groups & Schools Award Categories Only- New Content for 2017

1. **Background/Statement of Need.** Describe the Youth Group or School, including number of youth or students involved and their age range and or grade. What was the motivation for the project or program? (20 pts)
2. **Execution of Program/Project.** Describe the project or program. How was it formed and who was involved? Who were the leaders? What was the timeline? What types of activities were conducted? (25 pts)
3. **Impact and Community Involvement.** Describe the volunteer efforts. What were the number of volunteer hours, in-kind donations, and other services you received from your community? (25 pts)
4. **Results and Sustainability.** What were the results, community benefits, etc., that your project/program achieved? This this a continuing effort? Does it demonstrate or highlight the need for ongoing action? Was behavior changed, e.g., less litter, more materials recycled or recycled correctly? What was your measure for establishing that behavior change? (25 pts)
5. **Summation.** Provide 2-3 sentences summarizing your project/program and the efforts in which your Youth Group/School has strived to make your community a cleaner, greener, more beautiful place to live. (5 pts)

Supplemental Material(s) Required

Include 1-3 pieces of material to support the responses written in the executive summary. Materials may include: **Photos** (illustrating engagement/impact) and **Press Clips**.

(Groups Continued)



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Guidelines: Executive Summary Content for Nonprofit/Civic/Community Organizations; Government Agency; Business/Professional Organizations Award Categories Only- New Content for 2017

1. **Background.** Describe the organization or agency. Include demographics, employee size, service area or population served, and budget. Briefly describe your program/project and the motivation behind it. (15 pts)
2. **Execution.** How was your project/program formed and who was involved? Who were the leaders? What was the timeline? What types of activities were conducted and what tools and technology did you use? Were there any education methods or materials used such as prompts, messages, commitments, or pledges? (25 pts)
3. **Results.** Who did your project/program reach and how? Describe the volunteers, and volunteer hours. How was it funded? Were any in-kind donations, goods, or services received? What type of recognition did your project/program receive and was there recognition given to the volunteers? (25 pts)
4. **Impact.** What community benefits did your project/program achieve? Were there any consequences associated with the project/program? Were incentives provided or enforcement implemented? Describe the Environmental, Economic, and/or Social impact. (20 pts)
6. **Sustainability.** Is the project/program a continuing effort? Does it demonstrate a need for ongoing action and is there a sustainability plan in place? (10 pts)
7. **Summation.** Provide 2-3 sentences summarizing your project/program and explaining how your efforts made your community a cleaner, greener, more beautiful place to live. (5 pts)

Supplemental Material(s) Required

Include 1-3 pieces of material to support the responses written in the executive summary. Materials may include: **Photos** (illustrating engagement/impact) and **Press Clips**.

Submission Deadline: Tuesday, October 11, 2017

www.KeepGeorgiaBeautiful.org

The Keep Georgia Beautiful Foundation is a 501 (c)(3) nonprofit organization housed in the Georgia Department of Community Affairs. KGBF is a state affiliate of Keep America Beautiful, Inc.